The Electronic Commerce Unit maintains the **Fast-File Database**, an Access 2000 database that will provide "read only" access to certain information as stored in the Fast-File database.

By entering in the CT tax identification number of the taxpayer, a report will open and will include an overview of the following information:

1. View Entity-
   a. TID
   b. FEIN
   c. Name
   d. PIN- should not be distributed to taxpayer without verification of identity. Identification would include know return data as found in ITAS.
   e. Whether PIN was changed
   f. Number of Fast-Filed returns by tax type
   g. Shared Secrets (Y or N)
2. View Access Log
   a. Shows yrmonthdaytime when taxpayer accessed system and filing method used (1 = phone and 2 = Internet)
3. View Contact Information (name and telephone number if taxpayer provided that information)
4. View returns filed by tax type, by confirmation number and tax type, by period (SUT only), payments only, corp estimates
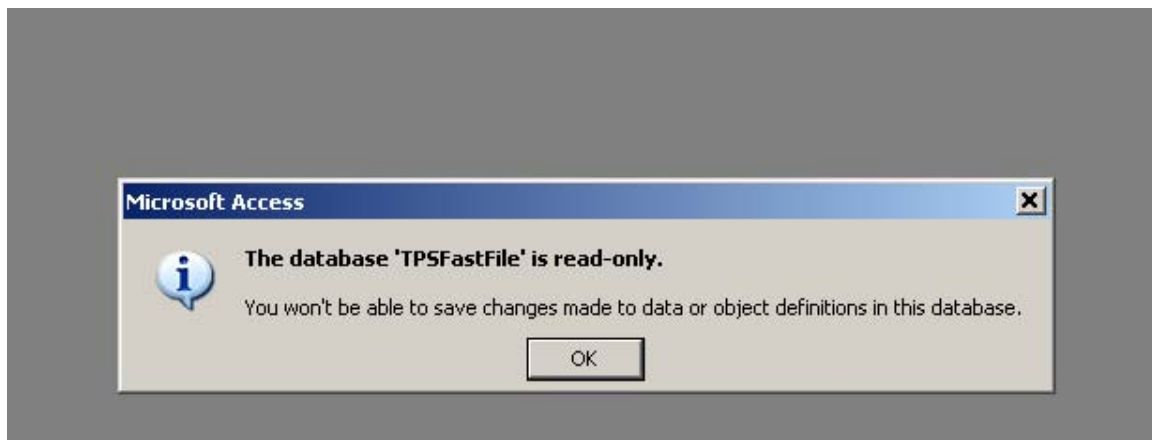
Using the database:

A. Add a shortcut to your desktop
   a. Right click on your desktop,
   b. choose New,
   c. choose shortcut
   d. copy and paste the following into the box: P:\Special\Electronic Commerce\FastFile\TPSFastFile.mdb
   e. Click "Next"
   f. Click "Finish"

B. To open the data base, double click on the Icon on your desktop
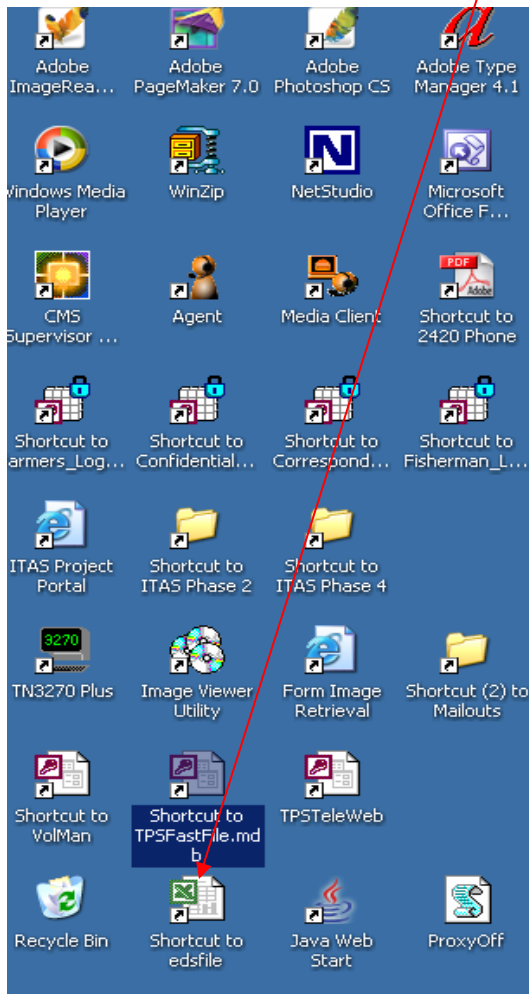
The following screen will appear. Click "OK":

C. Enter the taxpayer's TID and choose the option you want to view. **For example**, if you want to see it the SUT return was successfully filed and want to find out the confirmation number, click "View SUT returns filed"

D. The following message will appear. Click OK:
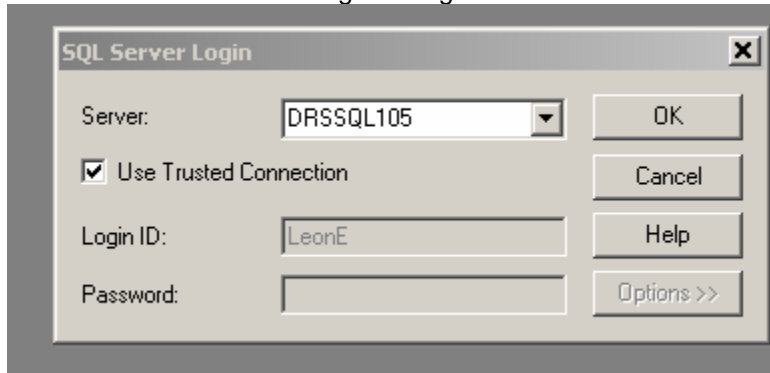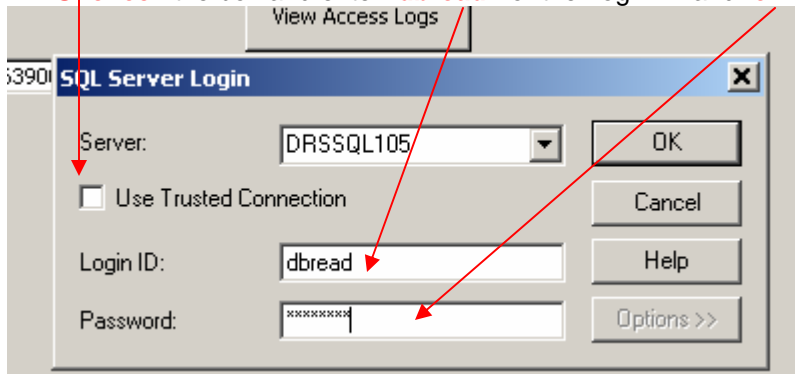
E. You will see the following message.:

```
SQL Server Login                                    ✕

    Server:          DRSSQL105        ▼         OK

    ☑ Use Trusted Connection                  Cancel

    Login ID:        LeonE                      Help

    Password:        [              ]         Options >>
```

F. **Uncheck** the box and enter "**dbread**" for the Login ID and "**efile123**" for the Password.

```
                     View Access Logs

5390 SQL Server Login                              ✕

    Server:          DRSSQL105        ▼         OK

    ☐ Use Trusted Connection                   Cancel

    Login ID:        dbread                     Help

    Password:        ********               Options >>
```

a. Click OK. You will see the report that you chose. On this sample, I chose **"View SUT Returns Filed"** The report shows details of each return filed by the taxpayer. If the taxpayer had called to find out if the return was successfully filed, you could tell him the confirmation number, period for which it was filed, transaction date (when filed), and even the time it was filed. You can tell if it was filed by phone or web.

Sales Tax Return By Fast-File

Field	Value	Field	Value
TAXREGISTRATIONNUMBER	1829639000	TRANSDATETIME	20030429203845
FILINGMETHOD	2	TRANSDATE	20030429
PERIODENDING	0303	CONFIRMATIONNUMBER	311974341
Return Status:	Blank	EXPORTDATETIME	200305061652

RECEIPTSSALESGOODS	$0.00
RECEIPTSLEASESRENTALS	$0.00
RECEIPTSLABORSERVICES	$0.00
PURCHASESGOODS	$0.00
LEASESRENTALS	$0.00
PURCHASESSERVICES	$0.00
SUBTOTAL	$0.00
TOTALDEDUCTIONS	$0.00 0
BALANCESUBJECTTOTAX	$0.00
GROSSTAXDUE	$0.00
CREDITS	$0.00
NETTAXDUE	$0.00
INTEREST	$0.00
PENALTY	$0.00
TOTALAMTDUE	$0.00
REMITAMT	$0.00

EMAIL
tpink@sprynet.com

PHONE
2039383312

Sales Tax Deductions Details:

G. If the taxpayer filed more than one SUT (or other tax type return) using Fast-File, there will be one page for each return in this report. In this sample, there are 32 pages in the report of SUT returns filed.

H.

If you know the period end date for SUT and want to know if the return was Fast-Filed, click on SUT for TP by Period and enter the YYMM. Then click OK.

If a SUT for that period was filed, you will see it:

Sales Tax Return By Fast-File

TAX REGISTRATION NUMBER	0620583000	TRANS DATE TIME	20040117115802
FILING METHOD	INTERNET	TRANS DATE	20040117
PERIOD ENDING	0312	CONFIRMATION NUMBER	30174295I
		EXPORT DATE TIME	190001010000

RECEIPTS SALES GOODS	$13,053,289.00	EMAIL
RECEIPTS LEASES RENTALS	$0.00	email@petech.com
RECEIPTS LABOR SERVICES	$0.00	PHONE
PURCHASES GOODS	$0.00	2155723543
LEASES RENTALS	$0.00	
PURCHASES SERVICES	$0.00	
SUBTOTAL	$13,053,289.00	
TOTAL DEDUCTIONS	$13,053,289.00	1
BALANCE SUBJECT TO TAX	$0.00	
GROSS TAX DUE	$0.00	
CREDITS	$0.00	
NET TAX DUE	$0.00	
INTEREST	$0.00	
PENALTY	$0.00	
TOTAL AMT DUE	$0.00	
REMIT AMT	$0.00	

Sales Tax Deductions Details:

TAX REGISTRATION NUMBER   0620583000

LINE NUMBER	TAX TYPE	AMOUNT
30	S	$13,053,289.00

This is a certified copy of a document created by the Department upon request of the taxpayer. The tax information that appears hereon was furnished to the Department by the taxpayer through the use of a telephone, computer or other electronic means.

_____   _____
Signature   Date

If there is no data for the report you request, you will see this box: